

HQ Fort Monroe Civilian Award Policy

- Ft Monroe Memo 672-1, dated 5/24/99
http://www-tradoc.monroe.army.mil/mil/netit/monroe/destination/memorandums_/fmmemo6721/default.htm
- Delegates approval levels
- No change in nomination procedures
- Management's Responsibilities
 - Budget up to 1%
 - Public Presentation & Recognition -



Casebate

Fort Monroe - A 21st Century Installation in a 19th Century

- Accountable for equitable &

Cash Awards

AWARDS		
TYPE	AMOUNT	APPROVAL LEVEL
CASH AWARDS		
Performance (Successful 1)	\$100 - \$500	Director
	Over \$500	Commander
Special Act or Service	\$25 - \$300	Director
	Over \$300	Commander
On-the-Spot	\$25 - \$250	Director
Quality Step Increase	Varies	Commander
NAF Pay Adjustment	Varies	Commander
TIME-OFF AWARDS		
Performance (Successful 1)	1 - 24 Hours	Division Chief
	25-40 Hours	Director
Achievement Related	1 - 8 Hours	1st Line Supv
	9 - 24 Hours	Division Chief
	25 - 40 Hours	Director
HONORARY AWARDS		
Certificate of Achievement		Director
Achievement Medal for Civilian Service		Commander
Commander's Award for Civilian Service		Commander
Superior Civilian Service Award		HQ TRADOC
Meritorious Civilian Service Award		HQ TRADOC
Decoration for Exceptional Civilian Serv		HQ TRADOC

